

Village of Croton-on-Hudson, New York  
Building Department  
One Van Wyck Street  
Tel. 271-4783

Approved \_\_\_\_\_

Disapproved a/c \_\_\_\_\_

\_\_\_\_\_

(Village Engineer)

County of Westchester

Permit No. \_\_\_\_\_, 20 \_\_\_\_\_

APPLICATION FOR BUILDING PERMIT

No. \_\_\_\_\_

Date \_\_\_\_\_, 20 \_\_\_\_\_

Instructions

- a. This application must be completely filled in by typewriter or in ink and submitted in triplicate to the Building Department.
- b. Attach a plot plan or certified survey, drawn to scale, showing dimensions of lot, with metes and bounds description, and showing location of existing and proposed buildings on the lot and distances to side, rear, and front property lines.
- c. This application must be accompanied by three sets of plans showing the proposed construction together with three sets of specifications. Plans and specifications shall describe the nature of the work to be performed, the materials and equipment to be used and installed, and details of structural, mechanical, electrical and plumbing installations.
- d. The work covered by this application may not be commenced before the issuance of a Building Permit.
- e. Upon approval of this application, the Building Department will issue a Building Permit to the applicant, together with an approved set of plans and specifications. Such permit and approved plans and specifications shall be kept on the premises available for inspection throughout the progress of the work.
- f. **No building shall be occupied or used in whole or in part for any propose whatsoever until an application is made for and a Certificate of Occupancy shall have been granted by the Building Department.**

Location \_\_\_\_\_

(Give street, number & name)

Section \_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_

Zone or Use District in which premises are situated \_\_\_\_\_

APPLICATION IS HEREBY MADE to the Building department pursuant to the New York State Uniform Fire Prevention and Building Code, CRRNYS 9 Exec. (B) for the issuance of a Building Permit for the construction of a building, additions or alterations, for removal or demolition, as herein described. The applicant agrees to comply with all applicable laws, ordinances and regulations.

Name of Applicant

Signature of Applicant

Telephone Number

Address of Applicant

State whether applicant is owner, lessee, agent, architect, engineer, or builder: \_\_\_\_\_

Name and address of owner of premises: \_\_\_\_\_

\_\_\_\_\_

If owner or applicant is a corporation, give names and titles of two officers and signature of duly authorized officer.

\_\_\_\_\_

\_\_\_\_\_

Name and title of corporate officer

1. Nature of work (explained) \_\_\_\_\_
- \_\_\_\_\_
2. Estimated Cost of Construction (exclusive of lot, grading and planting) \_\_\_\_\_

**Note:** Estimated cost shall include all labor, material, scaffolding, fixed equipment, professional fees and material and labor which may be donated gratis.

If final cost shall exceed estimated cost, and additional fee may be required before issuance of Certificate of Occupancy.

Fee: \_\_\_\_\_ (To be paid on filing this application)

3. State existing use and occupancy of premises and intended use and occupancy of proposed construction:
- a. Existing use and occupancy \_\_\_\_\_
- b. Intended use and occupancy \_\_\_\_\_
4. If a business, commercial or mixed occupancy, specify nature and extent of each type of use \_\_\_\_\_
5. Give dimensions of front, sides and rear yards from building to lot lines:  
Front yard \_\_\_\_\_ ft. Right side yard \_\_\_\_\_ ft. Left side yard \_\_\_\_\_ ft. Rear yard \_\_\_\_\_ ft
6. Size of lot: Front \_\_\_\_\_ Rear \_\_\_\_\_ Depth \_\_\_\_\_ Height \_\_\_\_\_
7. Dimensions of existing structures, if any: Front \_\_\_\_\_ Rear \_\_\_\_\_ Depth \_\_\_\_\_ Height \_\_\_\_\_  
Number of Stories \_\_\_\_\_  
Dimensions of same structure with alterations: Front \_\_\_\_\_ Rear \_\_\_\_\_ Depth \_\_\_\_\_ Height \_\_\_\_\_  
Number of Stories \_\_\_\_\_
8. Dimensions of entire new construction: Front \_\_\_\_\_ Rear \_\_\_\_\_ Depth \_\_\_\_\_ Height \_\_\_\_\_  
Number of Stories \_\_\_\_\_
9. Type of Construction \_\_\_\_\_
10. Will cellar be fully excavated? \_\_\_\_\_ ; If not, give particulars \_\_\_\_\_
11. Material of basement walls \_\_\_\_\_ ; Thickness of basement walls \_\_\_\_\_
12. Are chimneys of: brick \_\_\_\_\_ ; concrete \_\_\_\_\_ ; stone \_\_\_\_\_ ; other, describe \_\_\_\_\_
13. What system of heating? \_\_\_\_\_ ; Oil or gas fired \_\_\_\_\_
14. Name of Workmen's Comp. Ins. Carrier \_\_\_\_\_  
Number of Policy \_\_\_\_\_ Date of Expiration \_\_\_\_\_  
Name of Disability Benefits Ins. Carrier \_\_\_\_\_  
Number of Policy \_\_\_\_\_ Date of Expiration \_\_\_\_\_
15. If private sewage disposal is necessary, approval by Westchester County Health Department must be submitted with this application.
16. Name of Architect or Engineer \_\_\_\_\_  
Address \_\_\_\_\_ Tel. No. \_\_\_\_\_  
Name of Contractor \_\_\_\_\_  
Address \_\_\_\_\_ Tel. No. \_\_\_\_\_
17. All electrical work must be inspected by, and a Certificate of Approval obtained from, the New York State Board of Fire Underwriters. A copy of this approval must be submitted prior to issuance of a Certificate of Occupancy.

I hereby declare that I am authorized by the owner to make and file this application, and that all statements contained in this application are true to the best of my knowledge and belief, and that the work will be performed in the manner set forth in the application and in the plans and specifications filed herewith.

\_\_\_\_\_  
Name of Applicant

\_\_\_\_\_  
Signature of Applicant